



2.1

MINUTES REGULAR VILLAGE BOARD MEETING Monday, July 8, 2013

Present:

Trustee Brandt	Trustee Feldman
Trustee Grujanac	Trustee McAllister
Trustee McDonough	Trustee Servi
Village Clerk Mastandrea	Mayor Blomberg
Village Treasurer Curtis	Village Attorney Simon
Village Manager Burke	Chief of Police Kinsey
Finance Director Peterson	Director of Public Works Hughes
Director of Community Development McNellis	
Director of Public Works Hughes	

CALL TO ORDER

1.0 ROLL CALL

In Mayor Blomberg's absence, Village Clerk Mastandrea called for the appointment of a Temporary Chair. Trustee McDonough made the motion to appoint Trustee Brandt as Temporary Chair. Trustee Brandt seconded the motion, and upon a voice vote the motion passed in favor of appointing Trustee Brandt Temporary Chair.

Temporary Chair Brandt called the meeting to order and Village Clerk Mastandrea called the roll

2.1 Approval of June 24, 2013 Regular Village Board Meeting Minutes

Trustee McDonough moved and Trustee Grujanac seconded the motion to approve the minutes of the Regular Village Board Meeting of June 24, 2013 as presented. The roll call vote was as follows: AYES: Trustees Brandt, Grujanac, McAllister and McDonough. NAYS: None. ABSENT: Trustee Servi. ABSTAIN: Trustee Feldman. Temporary Chair Brandt declared the motion carried.

3.0 REPORTS OF OFFICERS

3.1 Mayor's Report - None

3.2 Village Clerk's Report

Village Clerk Mastandrea said she did not have a formal report, however; she wanted to note she had received several positive comments and compliments regarding the pedestrian bridge linking The Fresh Market site to the other pedestrian paths in the Village. Temporary Chair Brandt noted a few residents asked her how to get to the bridge and suggested including a map of pedestrian and bicycle paths to the bridge location on the website. Temporary Chair Brandt also noted she had received positive feedback

regarding the landscaping, building design and the store in general being a great addition to Lincolnshire.

3.3 Village Treasurer's Report

3.31 Revenue and Expense Summary for the Month of June, 2013

Finance Director Peterson noted the Revenues and Expenditures for the month of June have been reviewed by the Village Treasurer and all amounts are properly recorded.

3.4 Manager's Report

Village Manager Burke noted a memorandum had been included in last week's Manager's Notes providing a summary of progress to date toward various goals and objectives established as part of the Fiscal Year 2013 Budget. Village Manager Burke also distributed a memorandum which provided a year to date narrative of the Village's financial position in relation to the budget midway through the fiscal year. Village Manager Burke noted Board members are encouraged to contact him with any questions on the progress toward Fiscal Year 2013 Goals or the mid-year budget review.

Temporary Chair Brandt wanted to note for the public record, the Village expects the TIF fund for the downtown development will reflect a surplus at the time the remaining Village-owned land, in the downtown is sold. Temporary Chair Brandt commented that the list of various Village revenues in the mid-year budget memorandum provides a good illustration of the sources of Village revenues. Temporary Chair Brandt suggested an exhibit showing the sources and amounts of Village revenues as well as a graphical image breaking down the property tax bill should be created and distributed to residents.

Trustee McAllister noted a resident had posed a question, if they could see a running total of budget funds on the website. Village Manager Burke stated staff would work toward creating a summary report for inclusion on the website for the public.

4.0 PAYMENT OF BILLS

4.1 Bills Presented for Payment on July 8, 2013 in the amount of \$854,158.43

Finance Director Peterson provided a summary of the July 8, 2013 bills prelist presented for payment with the total being \$854,158.43. The total amount is based on \$387,000 for the General Fund, \$17,900 for Water & Sewer Operations, \$127,300 for Water & Sewer Improvements, \$1,650 for Fraud – Alcohol – Drugs, \$23,200 for Vehicle Maintenance, \$291,000 for the TIF fund, and \$6,000 for the E911 fund, all amounts being rounded.

Trustee Grujanac moved and Trustee McAllister seconded the motion to approve the bills prelist as presented. The roll call vote was as follows: AYES: Trustees McAllister, McDonough, Grujanac, Brandt and Feldman. NAYS: None. ABSENT:

Trustee Servi. ABSTAIN: None. Temporary Chair Brandt declared the motion carried.

5.0 CITIZENS WISHING TO ADDRESS THE BOARD (on agenda items only)

6.0 PETITIONS AND COMMUNICATIONS

7.0 CONSENT AGENDA

- 7.1 Approval of an ORDINANCE Adopting the Prevailing Wage to be Paid to Laborers, Mechanics and Other Workers Performing Construction of Public Works for the Village of Lincolnshire (Village of Lincolnshire)**
- 7.2 Approval of an ORDINANCE Amending Title 5, Chapter 7, Section 6 of the Lincolnshire Village Code Pertaining to Building Regulations - Flood Damage Prevention (Village of Lincolnshire)**
- 7.3 Approval of an ORDINANCE Amending Title 7, Chapter 6, Section 1-A-5 Subdivision and Land Development – Required Improvements and Amending Title 5, Chapter 8, Section 1 – Building Regulations–Site Grading, Drainage and Erosion Control of the Lincolnshire Village Code Adopting by Reference the Lake County Watershed Development Ordinance (Village of Lincolnshire)**
- 7.4 Approval of a RESOLUTION Authorizing an Intergovernmental Agreement Between the Village of Vernon Hills, the Countryside Fire Protection District and the Village of Lincolnshire for the Purpose of Providing Emergency Dispatch Services (Village of Lincolnshire)**
- 7.5 Approval of a Professional Services Agreement with Christopher B. Burke Engineering, Ltd., for Phase 2 – Final Engineering and Phase 3 – Construction Observation for the North Branch of the Chicago River Storm Sewer and Erosion Mitigation Project in an Amount not to Exceed \$29,100 (Village of Lincolnshire)**
- 7.6 Approval of a Contract for Storm Sewer System Improvements on Cumberland Drive and Stafford Square to Campanella and Sons in an Amount not to Exceed \$66,330.50 (Village of Lincolnshire)**
- 7.7 Approval of the Purchase of a Replacement 14-Yard Self Contained Trailer Mounted Leaf Machine with Wireless Remote Controller from Old Dominion Brush Company , Inc. of Richmond, VA, in an Amount not to Exceed \$57,256.48 (Village of Lincolnshire)**
- 7.8 Approval of the Rejection of Bid from Sewer Equipment of America, Dixon, Illinois for the Purchase of a Trailer Mounted High Pressure Sewer Cleaner with Television Inspection System**
- 7.9 Consideration and Discussion of Park Board Recommendation Naming the Path Along Riverwoods Road**

Trustee McDonough moved and Trustee Grujanac seconded the motion to approve the Consent Agenda. The roll call vote was as follows: AYES: Trustees Brandt,

McAllister, McDonough, Feldman and Grujanac. NAYS: None. ABSENT: Trustee Servi. ABSTAIN: None. Temporary Chair Brandt declared the motion carried.

8.0 ITEMS OF GENERAL BUSINESS

8.1 Planning, Zoning & Land Use

8.2 Finance and Administration

8.21 Presentation and Receipt of 2012 Village of Lincolnshire Comprehensive Annual Financial Report (Audit) (Village of Lincolnshire)

Finance Director Peterson provided a brief presentation on the completion of the audit for FY2012. Finance Director Peterson's presentation made note of the auditors report being of an unqualified opinion, which is the highest rating and opinion the Village can receive. Finance Director Peterson thanked the Directors for their help with making his first audit go smoothly.

Village Manager Burke noted Finance Director Peterson has been taking a look at the current processes and controls in order to ensure an appropriate level of segregation of duties for an organization the size of Lincolnshire.

Trustee McDonough asked for clarification regarding the Police Pension Fund, and noted the amount budgeted for Administrative Costs versus actual expenditures for Administrative Costs appears to reflect or could be questioned as an error in budgeting on the part of the Village. Finance Director Peterson said the general idea would be to budget the amounts needed to be in place for the operation of the fund and then to levy a similar amount to meet the budgeted demands and to fund and pay for benefits. Finance Director Peterson stated discussions need to take place regarding funding levels for the Village's pension fund. Trustee McDonough asked if Finance Director Peterson could look at the benchmarking the Auditors have set for the Police Pension fund.

Trustee McDonough asked if the percent funded amounts for the Illinois Municipal Retirement Fund (IMRF) is accurately stated. Finance Director Peterson said his thoughts were it might be a bit low; however, he explained how IMRF separates money to fund retirees on a fully funded basis. Finance Director Peterson noted several recent retirements in the Village has caused this funded ratio to decline. A discussion of state law and IMRF's annual actuarial calculation to determine the level of the Village's funding for the coming year followed.

Trustee Grujanac moved and Trustee McDonough seconded the motion to receive the 2012 Village of Lincolnshire Comprehensive Annual Financial Report (audit). The roll call vote was as follows: AYES: Trustees Brandt, McAllister, McDonough, Feldman and Grujanac. NAYS: None. ABSENT: Trustee Servi. ABSTAIN: None. Temporary Chair Brandt declared the motion carried.

8.3 Public Works

9.0 REPORTS OF SPECIAL COMMITTEES

10.0 UNFINISHED BUSINESS

11.0 NEW BUSINESS

12.0 EXECUTIVE SESSION

13.0 ADJOURNMENT

Trustee McDonough moved and Trustee Grujanac seconded the motion to adjourn. The voice vote was unanimous and Temporary Chair Brandt declared the meeting adjourned at 7:42 p.m.

Respectfully submitted,

VILLAGE OF LINCOLNSHIRE

Barbara Mastandrea
Village Clerk